DODGE COUNTY HEALTH FACILITIES COMMITTEE MEETING 198 COUNTY ROAD DF JUNEAU, WI 53039 January 2, 2013

<u>MINUTES</u>

- 1. **CALL TO ORDER**: Meeting was called to order by Chairman Bischoff at 8:00 a.m. with the following members present:
- 2. ROLL CALL:

Robert Ballweg Larry Bischoff Jeff Duchac John Fabisch Tom Schaefer

ABSENT: None.

ALSO PRESENT: James Mielke, Dodge County Administrator; Russell Kottke, Dodge County Board Chairman; Sam O'Connor, Boldt Project Manager; Jane E. Hooper, Clearview Administrator; Jackie Kuhl, Brain Injury Center Unit Coordinator; Lori Kurutz, Director of Support Services; and Anthony Marchese, Clearview Director of Finance.

- 3. **APPROVAL OF MINUTES OF DECEMBER 5, 2012 MEETINGS**: Motion made by Duchac to approve the December 5, 2012 Minutes; seconded by Fabisch. Motion carried.
- 4. **APPROVAL DEVIATING FROM THE AGENDA**: Motion made by Fabisch to deviate from the Agenda if required; seconded by Duchac. Motion carried.
- 5. **PUBLIC COMMENT**: None to report.
- 6. **COMMITTEE MEMBER REPORTS**: None.
- 7. **INVOLUNTARY DISCHARGES**: None to report.
- 8. **CENSUS REPORTS**:

CBIC: 23 of 30
Clearview North: 106 of 140
Clearview Behavioral Health 1/2: 19 of 20
ICF-IID (formerly FDD): 43 of 46
Trailview 4 of 4
Clearview Community Group Home: 4 of 4

9. **BUILDING UPDATE: SAM O'CONNOR:**

- Owner's Cost Report / Target Cost Summary / Updated GMP: Sam O'Connor and Chris Waldron were on-site at Clearview on December 28, 2012, and today, evaluating the damage from the water valve break on December 28, 2012. The Boldt team is evaluating the moisture damage.
- There are issues related to the air handlers. Boldt is working with Johnson Controls regarding the relief damper. There is not enough static pressure; the vestibules are below freezing and are shutting themselves off.
- Boldt is close to wrapping up the GMP and nearing closure of the project.

10. **ADMINISTRATOR'S REPORT:**

- Follow-Up to Water Valve on December 28, 2012: Administrator Hooper updated the Committee on the water valve break. No injuries occurred to residents or staff. Emergency procedures were followed and carried out by staff. There has been follow-up with the insurance companies and Boldt. Administrator Hooper also updated the Committee on issues we have been having with regard to air handling units since December 21, 2012.
- Follow-Up to Depreciation of Human Services North / Fixed Assets: Assets including the Clearview North Building, additions and renovations to the North Building, and upgrades to the heating and cooling system and sprinkler system had book value at time of disposal. The Finance Committee discussed this Clearview expense and it was determined that any asset that is still with the building and has a book value of \$5,000 or more will be transferred to a new county department for the North Building. Of the \$1,500,000 of book value, Clearview will have to write off approximately \$500,000 of expense in 2012 and will transfer approximately \$1,000,000 to the North Building department.
- **Dodge County Cemetery**: Administrator Hooper requested clarification on who is responsible for the Dodge County Cemetery. A discussion followed and Clearview will continue to be responsible for historical look-up, etc.
- Financial Report Anthony Marchese, Director of Finance:

Financials through October 2013

MCHA

Revenue: Revenue actual \$11,226,331; budgeted \$11,221,156 **Expenses**: Expenses actual \$15,385,846; budgeted \$14,716,866

COMMUNITY GROUP HOME

Revenues actual \$322,552; budgeted \$309,866 Expenses actual \$261,608; budgeted \$278,872

TRAILVIEW

Revenues actual \$263,224; budgeted \$260,176 Expenses actual \$185,148; budgeted \$197,460

CLEARVIEW BRAIN INJURY CENTER

Revenues actual \$5,016,565; budgeted \$4,471,122 Expenses actual \$2,641,055; budgeted \$3,205,751

STATE CERTIFIED UNIT (CLEARVIEW BEHAVIORAL HEALTH FACILITY)

Revenues actual \$1,569,417; budgeted \$1,578,849 Expenses actual \$809,252; budgeted \$769,896

OVERALL

YTD Revenue actual \$18,398,090; budgeted \$17,841,170 YTD Expenses actual \$19,282,909; budget \$19,168,845

- 11. **NEXT MEETING DATE**: **Wednesday, February 13, 2013, at 8:00 a.m.**, in the Towne Centre Conference Room on the first floor of Clearview, located at 198 County Road DF, Juneau, Wisconsin.
- 12. **ADJOURN**: There being no further business to come before the Committee, Motion by Duchac to adjourn; seconded by Fabisch. Meeting adjourned at 9:34 a.m.

Dated this 13th day of February, 2013.

Respectfully submitted,

Thomas JS Chaefer Thomas Schaefer, Secretary